

YOUTH SERVICES POLICY

Title: SAVRY - Community Based Services Next Annual Review Date: 02/03/2012	Type: D. Community Based Services Sub Type: 10. Supervision Number: D.10.32
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References: La. R. S. 15:901(G), YS Policy 10.4 "Community Supervision Classification System"; DYS Policy 11.1 "Predispositional Investigation and Social History"; ACA Standards 2-7130, 2-7134, 2-7135, 2-7143 (Juvenile Probation and Aftercare Services), 2-CO-4A-01, 2-CO-4B-01 (Administration of Correctional Agencies), 4-JCF-3A-25, 4-JCF-3D-03, 4-JCF-3D-05, 4-JCF-3D-06-6, 4-JCF-4E-01, 4-JCF-4E-03, 4-JCF-5A-01, 4-JCF-5B-01, 4-JCF-5C-03 (Juvenile Correctional Facilities)	
STATUS: Approved	
Approved By: Mary L. Livers, Deputy Secretary	Date of Approval: 02/07/2011

I. AUTHORITY:

Deputy Secretary of Youth Services as contained in La. R.S. 36:405. Deviation from this policy must be approved by the Deputy Secretary.

II. PURPOSE:

To set forth uniform policy and broad procedures governing the use of the SAVRY instrument by Community Based Services staff.

III. APPLICABILITY:

Deputy Assistant Secretary - Community Based Services, all Regional Managers and all employees of Community Based Services

IV. DEFINITIONS:

Community Based Services (CBS) - formerly known as the Division of Youth Services. CBS includes all YS, OJJ regional offices located throughout the state.

Continuous Quality Improvement Services (CQIS) - the Central Office performance-based and results-driven competency and efficiency management system.

Individual Service Plan (ISP) – an individualized plan developed by the assigned PPO/J to achieve the desired results for change. The plan is accomplished through the collaborative effort of the PPO/J, youth and parent/guardian. The plan shall contain specific, measurable goals to address the risks, needs and protective factors. The SAVRY, Probation Order, psychological evaluation and other pertinent information shall be used to develop the plan. The ISP is modified throughout supervision as need areas are identified.

Juvenile Electronic Tracking System (JETS) - the centralized database utilized to track all youth in OJJ custody or under OJJ supervision.

Override – objective consideration that can be used to alter the youth's supervision level.

Predispositional Investigation (PDI) – a report prepared for the court by a probation officer or caseworker that contains a recommendation for the care treatment, rehabilitation and placement of the youth.

Structured Assessment of Violence Risk in Youth (SAVRY) - the SAVRY is an evidence-based assessment designed to assist professionals in making judgments about a youth's needs for case planning. This assessment comprises 24 risk/need items which were identified in existing research on adolescent development and on delinquency and aggression in youth. Six protective factors are included in the SAVRY which have also been identified by current research as potentially mitigating the risk of future violence and delinquent activity. The SAVRY utilizes a structured, professional judgment method of assessment, meaning the individual completing the assessment rates the youth on a number of evidence-based risk factors and then weighs all the information to come to a final judgment that the youth is Low, Moderate or High risk for future violence and/or general reoffending.

Training Records Entry Completed (TREC) - the database used to track training hours of all YS employees.

V. POLICY:

It is the Deputy Secretary's policy that a Structured Assessment of Violence Risk in Youth (SAVRY) be completed for all youth in OJJ custody, on parole or supervision for a period of six (6) months or more, by the assigned Probation and Parole Office/Juvenile (PPO/J). The SAVRY is used as a guide in professional risk assessments and intervention planning for violence and delinquency risk management in youth. The evidence based instrument will assist in identifying risk/needs of the youth and aid in the development of an Individual Service Plan (ISP), and the youth's Reintegration/Transition Plan.

VI. PROCEDURES:

- A. The SAVRY shall be administered in the following circumstances:
 - For cases in which a Predispositional Investigation (PDI) Report is ordered - prior to completing the PDI.
 - As an initial assessment for custody cases - to be completed within fourteen (14) days (unless completed for PDI).
 - As an initial assessment for all probation cases in excess of six (6) months - to be completed within thirty (30) days (unless completed for PDI).
 - As a reassessment of probation, parole and non-secure cases - to be completed every six (6) months.
 - For all new adjudications if the SAVRY has not been completed in the past ninety (90) days - to be completed within thirty (30) days.
 - For reassessment when a major change occurs.

- B. The SAVRY is NOT intended to predict reoffending risk for youth below the age of 12, or sex offenders, based on past behavior or experiences. Therefore, refer to the SAVRY with caution when deciding an override for this particular population. Do not use the SAVRY as a means to estimate risk of sexual reoffending. The SAVRY estimates risk for general violence and general delinquent reoffending only. Many sex offenders are Low Risk for general violence and general delinquent reoffending. This does NOT mean they are Low Risk for reoffending sexually.
- C. The Social History (which includes the Parent Interview Form and Youth Interview Form) must be completed by the PPO/J assigned to the case prior to completing the SAVRY. Information obtained from the SAVRY, and all other information such as psychological evaluations, psychiatric evaluations, school records, information from prior services, etc. should be considered when making recommendations to the court and addressing risk/need areas of the ISP.
- D. When making recommendations to the court, the PPO/J should consider the youth's overall level of risk for reoffending, or for being violent, as factors contributing to the youth's delinquency. The Social History/contextual items and individual/clinical items are dynamic factors that, if rated High (and in some cases, Moderate) should be targets for intervention. This information shall be provided to the court in the form of a PDI or report. The court shall be provided with a copy of the SAVRY summary risk rating for violence and general delinquency ONLY; NOT THE SAVRY.
- E. The completed SAVRY shall be reviewed and approved by a Probation and Parole Supervisor/Juvenile via electronic signature in JETS.

Refer to the following YS Policies for:

YS Policy D.11.1 Preinvestigational Report and Social History for information regarding overrides.

YS Policy D.10.4 Community Supervision Classification System for information regarding reassessments.

YS Policy B.2.1 Assignment, Reassignment, Release and Discharge of Youth for information regarding secure Reintegration/Transition Plans.

YS Policy D.9.6 Discharge Procedures for information regarding non-secure Reintegration/Transition Plans.

VII. TRAINING

- A. Each regional office shall designate two master trainers who shall receive extensive training of the SAVRY risk/needs assessment. Additional trainers are at the discretion of the Regional Manager, based upon the size of the office, and due to the potential turnover of master trainers.

- B. A documented one day (minimum) workshop received from either the author of the SAVRY tool, other qualified trainer, or designated master trainer, must be attended by all staff required to complete SAVRY assessments / reassessments. This training shall be entered into the TREC database.
- C. Documented ratings on a minimum of two (2) additional standardized practice cases must have occurred, with feedback on ratings from a master trainer, prior to staff utilizing the tool. Documentation shall be maintained by the employee's supervisor.
- D. Documented individual feedback from a master trainer, for staff with more than an acceptable number of "incorrect" responses, shall be maintained by the employee's supervisor.
- E. All staff responsible for completing a SAVRY risk/needs assessment / reassessment shall receive additional documented training on the following policy issues:
 - 1. YS Policy regarding when and for what cases the initial SAVRY risk/needs assessment, and subsequent reassessments, are to be conducted.
 - 2. How the results of the SAVRY assessments / reassessments are to be communicated in Predispositional Investigations and recommendations to the court.
 - 3. How the results of a SAVRY assessment / reassessment should be used to select appropriate referrals, and ongoing case management.All policy training shall be entered into the TREC database.
- F. Documented SAVRY booster trainings shall be conducted twice per year and shall be accomplished in one of two ways:
 - 1. Utilizing another standardized practice case that all staff shall complete and receive feedback on, from a master trainer; or
 - 2. Utilizing a documented case presentation conducted during a staff meeting, where all staff score/rate the case with discussion about the most appropriate ratings.

Following either case rating, SAVRY booster training shall include a discussion about how the results of the assessment should be used for case management in that particular case, including the disposition recommendation, updating of the ISP, and service referrals in the Reintegration/Transition plan. All booster training shall be entered into the TREC database.

- G. Staff with more than an acceptable number of “incorrect” item ratings at a booster training shall receive additional documented individual feedback from a master trainer, and shall complete an additional case to discern whether or not there has been improvement. The additional one-on-one training shall also be entered into the TREC database, and maintained by the employee’s supervisor.

VIII. QUALITY ASSURANCE

- A. Quarterly JETS reports shall be distributed to Regional Managers and all Probation and Parole Supervisors/Juvenile (PPS/J), from Central Office, for their review to ensure the following:
 - 1. Youth are being assessed / reassessed in accordance with policy (i.e., initial assessment, every six (6) months(at a minimum), etc.).
 - 2. Review assessments of all SAVRY ratings by PPS/J to ensure staff is not routinely assigning a single risk category (e.g., all youth assigned come up as “Low Risk”, “Moderate Risk”, or “High Risk”).
 - 3. The PPS/J reviews overall SAVRY ratings to ensure youth are receiving the appropriate level of supervision.
 - 4. To review SAVRY ratings to ensure youth are receiving the appropriate service referrals from PPO staff.
 - 5. To ensure all SAVRY reassessments completed are reviewed by the PPS/J, by confirming their electronic approval or disapproval of the rating in JETS.

IX. QUALITY ASSURANCE – CENTRAL OFFICE

Quarterly JETS reports shall be distributed to the Central Office Program Manager - CBS, and CQIS, for their review and tracking of the items noted in Section VIII above.

Previous Regulation/Policy Number: N/A

Previous Effective Date: N/A

Attachments/References: